

Colebrook Select Board
Selectmen Meeting Minutes
February 10, 2025

Selectboard Members: Sue Collins & Greg Placy

Staff: Tim Stevens & Heidi Lawton

Public: Ericka Canales

Hearing of the Public:

-Ericka Canales came to talk to the board about Senate Bill 180. Ericka came to the board to say that she had gotten a call that morning from Senator Rocheford and was told there was someone concerned about it in Colebrook. Erica knew that Ray was not going to be at the meeting today, but that he had testified with her last week. Sue said she is not concerned about Senate Bill 180; she is in support of 180. Ericka said that someone made it seem like there was concern about it, that is why she came to talk with the board. Greg asked which bill this was. Ericka explained “that she helped the County craft the bill, basically the bill designates Coos County as a distressed place-based economy and requires the Commissioner’s for state agencies to consult with County Commissioner’s before making regulatory decisions that would affect Coos County.” Greg said, “I did see that, and I said to myself, it is about time. Sue said, so I don’t know where the concern came from. Ericka said, yah Dave called me this morning and said you might want to do some outreach to Colebrook and Stratford, that there were concerns. Tim said, “I hadn’t heard any concerns either.”

Ericka said the concern was that this would open the towns up to condos and the towns turning into North Conway. Greg said, “We would have no problem with that.” Ericka said, “one, it makes us more competitive for state designation for federal grants and two, as you can imagine, we are getting a lot of push back from the agencies on this, but I am working on drafting some amending language for the report section of it. To stipulate we are not talking about residential or any other related unregulatory permitting, like wetlands or driveways permits, it is just high-level economic development. We are working on language to clarify that. Sue said, “it would be great sometime, if someone were complaining to share that with us, so we could clarify it with the person.” Ericka will try to find out and get more clarification. Ericka stated that Stratford had their Selectboard meeting today at 3:30pm, so she is going to that meeting on her way home.

Ericka stated that the other thing she is actively working on is HB 596, which David Page from North Conway put up. Requiring that the NH Rooms & Meals Tax is actually broke out to the Municipal Level, as far as transparency, so that we can see the distribution

amounts, but we don't see the full amounts. Greg mentioned HB 185 regarding ambulances in the North Country will ever make money. Ericka said she talked to Senator Rocheford about that bill. Discussion ensued. Ericka mentioned that the County is now a member of BIA, so any businesses that need help with anything can now be sent to them.

The last thing Ericka talked about was the final round of BEAD money going out for broadband to ISP providers. Heidi said that she was already on it. Heidi has talked to Michelle Morin and Carol Miller about this issue. She will send out letters to Consolidated & NHEC. Ericka is doing the letters of support for Unincorporated Places.

Regular Agenda:

A. Review and approval of Minutes of 1/27/25. Sue made a motion to approve the minutes of 1/27/25, Greg seconded, motion passed.

B. Review and Sign Payroll and Disbursement Manifests: The Selectmen reviewed completed payrolls and disbursement manifests and signed them.

C. Town Manager's Report:

-Test Wells: Tim explained they will be starting this week and into next week, however since Tim put it on his Town Manager's Report, a major issue has come up. In order to get to the well, behind the motel (Northern Comfort) they have a two-wheel drive vehicle, and they would like it plowed, however, that is a major snowmobile trail and that is not going to happen. Greg said, no. Tim told them if you would have come in November like you were supposed to, you could have had access. Tim explained they not only have a two-wheel vehicle, but they have one with a generator and a pump on it. Sue asked if the Highway Department could help them get in. Greg and Tim did not think so. Greg asked, "what do they do with the water when it comes out?" Tim said they have designated places where they put it. Discussion ensued.

-Insulation: to start next week, there will be a dumpster out in the parking lot for trash and there will be pallets on the lawn.

-Tim advised the board that Velvet Sweeney, the Deputy Town Clerk, is willing and able to take on more hours if we need her to. Velvet asked Tim how many more hours was he thinking and Tim told her between 3 and 8 a week. Sue said this is something we are going to address after the Town Meeting. Tim advised that Bangor is coming to do a presentation on Payroll on March 17. Greg and Sue would like Velvet and Melanie both to be at the presentation.

-New Police Hire: Tim advised the board that Skylar Lindor was hired and sworn in as a new part-time police officer. She will attend the next police academy. Skylar will eventually be full-time. Tim asked if the Selectmen would like to sign her Oath of Office,

and they did. Sue asked if someone would be promoted to Sgt. Dave Radun's position? Tim advised that someone will be.

-Signs were ordered from the Colebrook Copy Center for Glass Disposal at the Transfer Station.

-Tim has updated the price list for the Transfer Station. Most of the prices stayed the same, the updated prices were for shingles and construction demo. The cost of shingles went from \$50.00 a cubic yard to \$75.00 a ton. Sue asked what people were buying now to replace incandescent bulbs? Greg said, LED bulbs.

-Tim talked about the tire prices and how he talked to Brian LaPerle at Northern Tire. Tim changed the prices of the tires to \$7.00 and \$25.00.

-Sue made a motion to approve the new transfer station fee changes as recommended by the Town Manager, Greg seconded the motion, motion passed.

-Tim gave the board a copy of the letter that was sent to the Auditors regarding the Miscellaneous Billing issue.

-Tim advised that the grass research request has gone to the Cemetery Trustees.

New Business:

A. Northern Borders Agreement Renewal:

Sue and Greg both asked about there not being a signature page and how an official agreement should not have a strike-out through some of the wording.

Old Business:

A. IRS Letter: Still no response

B. John Cotnoir Status: Melanie came in to talk to the board. Melanie explained that she called the Tax Collector in Lancaster, Charity Baker to ask about what she should be about John Cotnoir never getting the first letter Melanie sent. Charity said, "where John Cotnoir never got the first letter that she sent out, she should do everything in her power to notify him." Sue said two weeks ago the police were going to deliver a letter to him. Tim asked Melanie, do we have the letter that needs to be delivered to him? Melanie does not have it done yet. Tim explained to Melanie that the police have a Return of Service Form they fill out when they deliver something to someone. Sue asked who Charity was? Melanie explained that she likes to ask other tax collectors to make sure she is doing everything right. Charity said, where he didn't open that letter, what year did I notify him about? Melanie said it was for 2020, but the oldest is 2019. If the oldest wasn't listed on the letter than I need to send him a statement with everything on it. Tim said, so get that letter and let's get it delivered. Melanie left the meeting.

Tabled/Pending Items:

A.

For Approval and Signature:

- A. Tim explained to the board that he needs authorization from the board to sign the amendment for the ARPA grant for additional upgrade planning. Greg signed the Certificate of Vote of Authorization. This is being amended for a time extension.
-Sue made a motion to authorize the Chairman to sign the Certificate of Vote of Authorization and ARPA Grant Amendment for additional upgrade planning, Greg seconded it.

Hearing of the Public and Any Other Business:

-Greg wanted to know if we put a solar array on the town office building, what are we doing to ensure the snow doesn't fall on anyone? Tim said he is not sure that it would be anything different than what we do now, right now we have signs up. Greg said, well right now it is a shingled roof, right? Sue said, "No, it is a metal roof. Tim was not sure. Sue thought we put the signs up when the town got a metal roof.

-Sue advised that UCVH has not paid their 2024 donation yet because they missed bringing it to the January Board Meeting. Heidi advised they will be bringing it to the February meeting.

-Sue would like to know if Tim Greene has sent the final audit yet and if not, what is he waiting for? There is usually a letter that the Selectmen sign, and they don't have it yet. Heidi will contact him.

-Tim has the Warrant for the board to sign, but there was a mistake in the ad that the Town Clerk did, but Tim fixed it this morning. Tim had to correct three or four positions.

-Sue said at the same time that we post the Warrant Articles we also have to post the MS-636. Sue wanted to know the status of the MS-636. Heidi went to ask Melanie. Melanie said she has submitted the MS-636 to Jamie Dow and Jamie has not looked at anything yet. Melanie also said she submitted the MD&A to Tim Greene this morning. Sue would like a copy of the MS-636.

-Jake Brake Ordinance: the board discussed the possibility of one. Tim said he has talked to Commercial Tractor Trailer Instructors, and they said there is no need to use a jake brake the way the truckers use them. The instructors also said that if it is making that much noise, it has been altered, because the new ones don't make that much noise.

-Sue discussed that the Planning Board was notified that their \$29,220.00 grant was approved, and professional service agreements were received from North Country Council in the amount of \$7,675.00 and from Tara Bamford in the amount of \$20,154.00 to do the required work on the Master Plan that is going to be funded by this grant. The Planning Board has approved both and they are recommending it to the Selectboard for approval, and if you approve then we will need

Chairman Placy to sign. Sue made a motion to approve the two professional services agreements with Tara Bamford & North Country Council, Greg seconded it, motion passed.

-Sue has updated the Expense and Revenue budgets and found several errors. She also did a proof column,(but don't print the proof column in the Town Report). When Melanie adds a new line, she needs to include the new formula.

Non-Public Session Under RSA: 91-A:3, II (c): none

Determine Date for Next Meeting: February 27, 2025, at 2:30pm

Adjourned: Sue made a motion to adjourn, Greg seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 2:07pm.

Respectfully submitted,

Heidi Lawton, Administrative Assistant, Town of Colebrook